



MEETING MINUTES

March 22, 2016

7:30 PM

Approved

In Attendance: B. Watts, Chairman, L. Schack, Vice-Chairman, D. Carlson, Member, W. Quinn, Member, H. Harper, Member, M. Brown, Authority Administrator, Michael Knouse, P.E. and Katie Cirone, EIT, ARRO Consulting, Inc.

Call to Order

B. Watts called the meeting to order at 7:30 PM.

Approval of Minutes

D. Carlson offered a few small changes for clarification purposes to the draft minutes of the February 23, 2016 meeting. He then made a motion to approve the minutes as revised. H. Harper seconded. It was so moved.

Approval of Payments

Following several questions and a brief discussion, a motion was made by W. Quinn to approve the payments for March 2016. D. Carlson seconded the motion. It was so moved. Following a few questions over the Balance Sheet and Revenue and Expenses Reports, L. Schack made a motion to accept them in good faith as prepared by the Township Treasurer. W. Quinn seconded the motion. It was so moved.

Authority Administration Reports

Prior to review of the Administrative reports, M. Knouse from ARRO provided a presentation to the Authority on the Facilities maintenance needs. The presentation delineated the work that the new facilities Maintenance person would need to complete as well as what needed to be undertaken by a contractor. It prioritized the tasks and provided an estimate of the cost of each. The Board asked several questions and accepted the report by consensus.

M. Brown noted that all treatment facilities were operating well and within their permit requirements. He noted the three reports and asked if there were any questions regarding the reports. Several brief questions followed that were answered. M. Brown provided an update on the Phase II Sewer Expansion Project and shared some common issues relative to utility service and the concerns of residents within the construction area.

M. Brown reviewed the capacity request of the Gunther Property along Park Road discussed the previous two months. He noted that the development request as submitted would require use of 8,140 gpd of the remaining 14,250 gpd WWTF and disposal capacity. After a lengthy discussion, the Authority voted three to two (the two recommending no capacity be allocated) to extend a compromise value to the developer of 6,000 gpd capacity. The prime reason would be the need for maintaining capacity for existing structures within the Act 537 Plan area in the

event of an emergency. M. Brown was directed to forward an email to the Township delineating the recommendation of the Authority Board.

M. Brown then shared that he had been advising inquiring residents that the Authority was not going to accept payment plans for the tapping fees within the Phase II service area. This had been discussed several times by the Board in the past. By consensus, the Board agreed to continue that position. M. Brown then asked if the Board had any thoughts regarding a penalty for late payers of the tapping fee. After considerable discussion, a motion was offered by D. Carlson to assess a one percent a month penalty for every month a payment was late but if the fee was paid within 90 days of the due date of April 1, 2016, the Authority would waive the penalty. L. Schack seconded. The motion passed with a four to one vote. H. Harper issued the dissenting vote.

D. Carlson then moved to accept the reports of the Authority Administrator as submitted. W. Quinn seconded the motion. It was so moved.

Open Session

No residents were in attendance.

Next Meeting Date: April 26, 2016 – 7:30 pm.

L. Schack noted the date and time of the next meeting of the Authority. Several members noted difficulty with that date. M. Brown stated he would circulate alternate dates.

Adjournment

There being no further business to be brought before the Authority, D. Carlson moved, seconded by W. Quinn to adjourn the meeting at 9:55 pm.

Respectfully submitted,

G. Matthew Brown, P.E., DEE
Authority Administrator